CITY OF MARTINSVILLE, VIRGINIA JOB DESCRIPTION

JOB TITLE: UTILITY MAINTENANCE WORKER I	DEPARTMENT: PUBLIC WORKS
REPORTS TO: CREW SUPERVISOR	CLASSIFICATION: GRADE 6
FLSA STATUS: NON-EXEMPT	DATE: 3/2012 (REVISED)

NATURE OF WORK

This is skilled labor and trades work performing a variety of construction, repair, and maintenance assignments that require the use of specialized tools and equipment. Work involves the responsibility for the safe and efficient operation of equipment used in construction and maintenance repair activities. Work is distinguished by the level of work performed and the combination and variety of skills required. Employees work under the general supervision of the Crew Supervisor and may provide leadership to other employees and/or crew members as assigned.

EXAMPLES OF WORK

Works with and assists crew members in placing and finishing concrete, laying asphalt, repairing streets and drainage structures, repair and maintenance of water/sewer facilities, mowing and grounds maintenance, placement of street signs and line painting, refuse collection, etc.

Constructs and repairs wood structures.

Mixes and prepares mortar; lays brick and block for headwalls and catch basins.

Assists in the planning and layout of construction projects and related activities.

Sets up construction work zones for city crews and assists with controlling traffic at work sites by flagging to guide traffic through work areas, as required.

Assists with snow and ice removal, storm cleanup, and other emergency activities.

Operates medium to heavy equipment for various maintenance and construction activities such as skid-steer loader, rubber-tire loaders, motor grader, backhoe, dump trucks, flusher truck, and similar equipment.

Performs related tasks required including assisting other crews when needed.

Performs all duties in conformance to appropriate safety and security standards.

MINIMUM QUALIFICATIONS OF WORK

High school (or the equivalent) preferred.

Experience and working knowledge of the methods, materials and tools used in maintenance, repair, and construction work.

Experience in the operation and servicing of heavy road or related equipment related to utility or street systems; or any equivalent combination of experience and training which provides the required knowledge, abilities, and skills.

Knowledge of heavy-equipment operating principles including the adaptations and specialized uses to which equipment can be put in meeting emergency or other unusual conditions.

Knowledge of the traffic laws, ordinances, and regulations involved in construction and equipment operation.

Knowledge of the occupational hazards involved and the safety precautions necessary in use of tools and equipment operation including traffic, confined space, and personal protective equipment.

Working knowledge of carpentry, masonry, and concrete hand and power tools.

Skill in operation of hand tools and equipment.

Ability to understand and follow oral or written instructions.

Ability to communicate effectively verbally and in writing.

Ability to observe proper safety precautions.

Ability to establish effective working relationships with other employees, supervisors and the public.

Ability to perform heavy manual tasks under varying weather conditions.

Ability to drive and operate a variety of equipment under varying or unfavorable conditions.

Ability to work from construction specifications or blueprints.

TOOLS AND EQUIPMENT USED

Motorized vehicles and equipment, including skid-steer loader, rubber-tire loaders, motor grader, dump trucks, flusher truck, and similar motorized construction equipment. Must also be able to use a variety of small hand and power tools such as skill saw, chain saw, concrete saw, concrete floats and finishing tools, jackhammer, tamp, etc.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, manipulate, control, feel or operate objects, tools, or controls and reach with hands and arms. The employee frequently is required to stand and talk or hear. The employee is frequently required to walk, sit, climb, or balance, stoop, kneel, crouch, or crawl.

The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and vibration. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock. The employee may be required to work at night in emergency situations, in snow, ice, sleet, heavy rains, or windy conditions.

SPECIAL REQUIREMENTS

Must have a valid Virginia Commercial Driver's license with tanker endorsement, or ability to obtain one within 90 days of employment.